



Document 1

Cleveland Police and Crime Panel

Background to the Post of Independent Co-opted Member of Cleveland Police and Crime Panel

The Panel is part of the governance and accountability arrangements for policing in the Cleveland force area. The Panel's role is to maintain a regular check and balance on the performance of the directly elected Police and Crime Commissioner, currently Mr Matt Storey.

The Panel requires a committed and energetic individual to serve as co-opted independent members to serve the remainder of a four year term ending in February 2029.

The role of a Panel member will be an important and demanding one. In considering your application you should be aware that that Members are required to attend and prepare for a minimum of four formal meetings a year, with the possibility of attending Task and Finish Groups and other training and development opportunities.

Meetings last approximately two to three hours and are usually held at 5pm in the Community Safety Hub, Hemlington, Middlesbrough.

All Panel members will be able to claim reasonable travelling and subsistence expenses. All Panel members will receive induction and other appropriate training.



Document 2

Cleveland Police and Crime Panel

Eligibility Criteria for Independent Panel Members

The following cannot be considered for a position on the panel, namely:

- Anyone under 18 years old
- The Police and Crime Commissioner or a member of their staff
- MPs
- Members of the National Assembly for Wales or the Scottish Parliament
- Members of the European Parliament
- Police Officers¹ or member of civilian staff in the force area
- Employees of Hartlepool Borough Council, Middlesbrough Council, Redcar and Cleveland Council, Stockton-on-Tees Borough Council²
- Persons who do not live or work in the Cleveland Police Force area
- Civil Servants engaged in political activity

Please also note:

Independent non-councillor co-optees (either those required and any optional independent co-optees added later) must not be Local Authority Councillors.

¹ Police officers are not covered by the restrictions on membership of the panel in Section 22 in Schedule 6. Also police officers do not fall within Section 22(a) as members of staff of the Police and Crime Commissioner as this category covers people appointed under Section 6 of Schedule 1. However, under section 1(2)(a) of Schedule 1 to the Police Regulations 2003 (S.I. 2003/527) a member of a police force may not “take any active part in politics”. The Home Office would regard co-option to a panel, for the purpose of scrutinising an elected Police and Crime Commissioner, as taking an active part in politics, and accordingly, as being prohibited for police officers.

² A person disqualified from membership of a local authority under Section 80 of the Local Government Act 1972 cannot be a member of a committee or sub-committee of that authority. Nor can he represent that authority on any joint committee of that authority and another local authority or authorities. Local authority employees are therefore prevented from being co-opted on, or appointed to their local authority’s committees or joint committees. This includes the Cleveland Police and Crime Panel as it is a formally constituted joint committee of the four Teesside Local Authorities. Section 104 of the Local Government Act 1972 refers.



Document 3

Cleveland Police and Crime Panel

Person Specification for Panel Members

For the appointment of Panel members, including independent and Councillor Co-Optees, on interview the assessors will consider potential candidates against the following criteria:

Abilities/Skills

As well as being of good character, candidates will need to possess most, if not all, of the following competencies:-

The ability to think strategically: To have breadth of vision, to rise above detail, and to see problems and issues from a wider, forward-looking perspective and to make appropriate linkages.

The ability to make good judgements: To take a balanced, open minded and objective approach, for example, in evaluating the priorities of the Police and Crime Commissioner, assessing candidates for top-level appointments or considering complaints against the Police and Crime Commissioner.

The ability to be supportive: To be able to support the Police and Crime Commissioner and the other members of the Panel in delivering their duties.

The ability to be open to change: To be able to scrutinise rigorously and challenge constructively, without becoming personal or confrontational and to recognise and respond positively to the need for change.

The ability to scrutinise and challenge: To be able to rigorously scrutinise and challenge constructively without becoming confrontational, using appropriate data, evidence and resources.

The ability to be analytical: To interpret and question complex written material, including financial and statistical information and other data such as performance measures and identify the salient points.

The ability to communicate effectively: To be able to communicate effectively both verbally and in writing - and to interact positively with other members of the Panel, the Police and Crime Commissioner and the Public.

Other Requirements and Considerations

- Candidates must be able to attend meetings in the late afternoons or early evenings at least four times a year, as well as attend any appropriate training sessions.
- Candidates should have the time, energy and commitment to prepare for and attend regular meetings. We suggest that they would need to allocate a minimum of one day every two months to devote to this role.
- Candidates should have a willingness to learn.

Note: Candidates must be eligible for the role (see eligibility criteria separately listed in this job information pack).

The following personal skills and qualities are also very important:-

Team working: The ability to play an effective role in meetings through listening, persuading and showing respect for the views of others.

Self Confidence: The skill to challenge accepted views constructively without becoming confrontational.

Enthusiasm and Drive: The ability to be proactive in seeking out learning and developmental opportunities to enhance knowledge and understanding (for example, on financial matters and statutory requirements).

Respect for Others: The capacity to treat all people fairly and with respect, to value diversity and respond sensitively to difference.

Integrity: The necessity to embrace high standards of conduct and ethics and be committed to upholding human rights and equality of opportunity for all.

Decisiveness: The ability to show resilience even in challenging circumstances, remaining calm and confident and able to make difficult decisions.

It is also important for candidates to:

be able to:-

- recognise and consider their own biases and prejudices
- work with people from all areas within the police force area
- work with people from diverse backgrounds
- work with people with and without disabilities
- work with people from a variety of faiths and cultures
- work with people who may be gay, lesbian, bisexual or transgender

It would also be useful if candidates:

have experience of:-

- working with other people on issues of mutual interest over a period of time (eg voluntary work)
- situations where they needed to compromise
- interacting or working with people of all ages
- interacting or working with people who have different political views and/or religious beliefs
- interacting or working with people who are physically and/or mentally impaired

have an interest in: -

- policing issues and current affairs, specifically in respect of the ways in which they affect people locally
- challenging and combating institutional discrimination
- the issues associated with recruiting, promoting and retaining staff from under-represented groups
- engaging with and representing local people and/or specialists within their field of expertise



Document 4

Cleveland Police and Crime Panel

Roles and Responsibilities of Independent Co-optees on the Panel

Independent co-optees will be treated as fairly and equally as other elected members on the Panel and therefore have the same responsibilities and duties.

All co-optees are full voting members and will have access to the same level of support and information as elected members on the Panel. The core role of both elected members and independent co-optees on the Panel is to:-

- scrutinise the work of the Police and Crime Commissioner to ensure that the Police and Crime Commissioner is discharging its functions effectively
- bring any specialist knowledge, skills, experience and expertise they may have to the scrutiny work of the panel
- ensure that there is an effective independent challenge to the Police and Crime Commissioner and that this challenge is constructive to support the Police and Crime Commissioner in carrying out their role
- act as a non-party-political voice for those who live and/or work in the force area

Responsibilities of co-optees

A co-opted member of the Police and Crime Panel is expected to:-

- attend formal meetings of the Panel (approximately 4 per year)
- establish good relations with other members, officers and co-optees
- attend additional meetings e.g. Sub-Committees, Task and Finish Groups or evidence gathering sessions, as required
- prepare for each meeting by reading the agenda, papers and additional information to familiarise yourself with the issues to be covered during the meeting. Prior to the meeting consider the questions you may wish to put to the Police and Crime Commissioner and other expert witnesses
- listen carefully at the meetings, ask questions in a way which is non-judgmental, respect confidentiality and help the panel to make practical suggestions for improvements in services
- assist in the preparation of reports and the formulation of recommendations; this may involve volunteering to participate in a task group to conduct a scrutiny review
- attend training and development events as needed

- abide by the Panel arrangements and rules of procedure which set out how the Police and Crime Panel will operate in the Cleveland Force area
- keep abreast of the key issues in relation to the responsibilities of the Police and Crime Commissioner and the priorities within the Police and Crime Plan
- contribute to achieving an open, accountable and transparent decision-making process in relation to policing and community safety issues in the force area.

Note: all Panel members would also be expected to adhere to the 'seven principles of public life' which are listed below:

Nolan Principles³

Selflessness: Holders of public office should take decisions solely in terms of the public interest. They should not do so in order to gain financial or other material benefits for themselves, their family, or their friends.

Integrity: Holders of public office should not place themselves under any financial or other obligation to outside individuals or organisations that might influence them in the performance of their official duties.

Objectivity: In carrying out public business, including making public appointments, awarding contracts, or recommending individuals for rewards and benefits, holders of public office should make choices on merit.

Accountability: Holders of public office are accountable for their decisions and actions to the public and must submit themselves to whatever scrutiny is appropriate to their office.

Openness: Holders of public office should be as open as possible about all the decisions and actions that they take. They should give reasons for their decisions and restrict information only when the wider public interest clearly demands.

Honesty: Holders of public office have a duty to declare any private interests relating to their public duties and to take steps to resolve any conflicts arising in a way that protects the public interest.

Leadership: Holders of public office should promote and support these principles by leadership and example.

³ Nolan Committee's First Report on Standards in Public life from the First Report of the Committee on Standards in Public Life (1995)